

CLASSES

ACCT - Accounting

ACCT A225 Payroll Accounting 3.0 CR

Prerequisite: [(ACCT A101 or concurrent enrollment) and (ACCT A102 or concurrent enrollment)] or (ACCT A201 or concurrent enrollment) and (CIS A110 or concurrent enrollment). These prerequisites may be waived with instructor approval.

Introduces students to the federal and state laws and regulations that affect payroll and employment practices. Topics covered include calculation of wages, withholding taxes, health, retirement, and other voluntary deductions and preparation of payroll tax reports. Also includes recording and posting payroll information to accounting records.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|-----------|----------|------------|-------------|
| 52157 | D2D | MTWRF | WEB-Based | WEB | Durham, J | 05/26-08/10 |

Special note: Requires self-paced payroll project to be completed by the student and weekly homework submissions. Contact the instructor by email to jdurham@kodiak.alaska.edu for information.

ANTH - Anthropology

ANTH A431 Field Methods in Archaeology 1.0-4.0 CR

Registration Restrictions: Permission from Alutiiq Museum required.

Special Note: May be repeated once for credit.

Introduction to basic techniques of archaeological data recovery and recording, laboratory processing, and preliminary analysis of archaeological materials.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|------|----------------|---------------|-------------|
| 52249 | D2B | TBA | TBA | Alutiiq Museum | Saltostall, P | 07/02-08/07 |

Note: Students pay Kodiak College \$40 for the course and \$50 per credit to the Alutiiq museum. Students can choose to earn up to 4 credits (40 hours in the field per credit).

Special Note: This is archaeological field school and will involve three weeks of excavation at a prehistoric site on Womens Bay. Learn about archaeological field methods and prehistoric Alutiiq lifeways and/or spend a week in the museum cleaning and caring for artifacts. Course requirements include a daily notebook, required reading and a 5 page paper. For more information, please call Tanya Glaspell, Alutiiq Museum Education Coordinator at 907-486-7004.

ART - Art

ART A100 Two-Dimensional Activities: Printmaking 1.0 CR

Special Note: Does not satisfy BA or BFA degree requirements. May be repeated 3 times for credit in different topic areas.

This is an introductory course designed to give students an exploration of the design process through printmaking. Projects will include wood block prints, linoleum prints, and monotype prints. Self-evaluation of artwork and classroom critiques will be essential elements of this course.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|----------|-------------|-------------|
| 52177 | D21 | T | 09:00A-11:45A | KTC 102 | Stenberg, D | 05/26-06/30 |

CIOS - Computer Information & Office Systems

CIOS self-directed courses are indicated by MTWRF in the class meeting day column. There are no class meeting dates/times for these courses and students complete the coursework at their own pace throughout the semester. Some classes may be completed at home, depending on software requirements. Students can also receive assistance from the CIOS lab staff and complete coursework in the Campus Center, Room 117. Check the lab schedule for open lab hours.

Self-directed courses must be completed during the semester in which they are taken. Students enrolled in these courses start by attending an individualized orientation in the CIOS Lab. Please contact the CIOS Lab at 486-1228 for more information.

CIOS A101A Keyboarding A: Basic Keyboarding 1.0 CR

Introduces the keyboard alphabet, number, and symbol keys. Emphasizes techniques and mechanics of keyboarding by touch.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52158 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information.

CIOS A101B Keyboarding B: Business Documents I 1.0 CR

Introduces keyboarding of memos, personal and business letters, and envelopes in a word processing program and continues to develop keyboarding speed and accuracy.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52159 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information.

CIOS A101C Keyboarding C: Business Documents II 1.0 CR

Introduces keyboarding of simple reports and tables in a word processing program and continues to develop keyboarding speed and accuracy.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52160 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information.

CIOS A120A Bookkeeping Software Applications I: QuickBooks 1.0 CR

Prerequisite: CIOS A101A and CIOS A113 or instructor permission.

Special Note: Knowledge of bookkeeping principles is recommended.

Introduces the QuickBooks accounting program. Covers basic bookkeeping procedures for company setup and maintenance, data input for check register, accounts receivable, accounts payable, banking, and sales tax.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|------|-----|-------|------------|----------|------------|-------------|
| 5216 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information.

CIOS A130A Word Processing I: MS Word 1.0 CR

Introduces fundamentals, concepts, and applications of word processing. Students learn basic commands needed to create, format, edit, and print documents.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52162 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information.

CIOS A135A Spreadsheets I: MS Excel 1.0 CR

Introduces fundamental concepts in the design and use of spreadsheets. Includes basic commands, formulas and functions, and inserting of charts, objects, and hyperlinks.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52163 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information.

CIOS A146 Internet Concepts and Applications 2.0 CR

Introduces and applies Internet concepts, tools, and applications. Includes use of electronic mail, search strategies for research, academic, and personal use, the study of security and ethics issues, and new Internet technologies.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52164 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information. Students must start no later than 7/1/09.

CIOS A150A Presentations: MS PowerPoint 2.0 CR

Covers presentation software and design techniques for creating professional presentations. Incorporates tools for enhancing presentations with various objects.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52165 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information. Students must start no later than 7/1/09.

CIOS A220A Bookkeeping Software Applications II: QuickBooks 2.0 CR

Prerequisite: CIOS A120A or instructor permission.

Applies skills learned in CIOS A120A to more advanced applications of creating financial reports, period-end procedures, payroll, inventory, jobs and time tracking, accounting issues, and integration with other software.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52166 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information. Students must start no later than 7/1/09. Completion of CIOS A120A or instructor approval is required.

CIOS A230A Word Processing II: MS Word 2.0 CR

Prerequisite: CIOS A130A.

Presents intermediate and advanced word processing and desktop publishing. Includes styles, graphics, merging documents, object linking and embedding, publishing as a web page, working with master documents, indexes, table of contents, on-screen business forms and macros.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|------------|----------|------------|-------------|
| 52167 | D2X | MTWRF | Self-Paced | KCC 117 | Durham, J | 05/26-08/10 |

Special Note: This is a self-paced lab class. Stop in the CIOS lab in the Campus Center, room 117 for orientation or call 486-1228 for information. Students must start no later than 7/1/09.

CIS - Computer Information Systems

CIS A105 Introduction to Personal Computers and Application Software 3.0 CR

Registration Restrictions: Keyboarding skill of 30 wpm or better is recommended.

Introduction to computer literacy emphasizing basic hands-on use of personal computers, operating system, and application software to include word processing, spreadsheets, databases, presentation graphics, and Internet.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|-----------|----------|------------|-------------|
| 52169 | D2D | MTWRF | WEB-Based | WEB | Durham, J | 05/26-08/10 |

Special Note: This is a web-based course with office hours and lab assistance available in the Campus Center, room 117. Students will have scheduled homework assignments to be completed and posted each week. Office lab hours are from noon to 5pm Monday through Friday. Email jdurham@kodiak.alaska.edu for information.

ENGL - English

English composition (ENGL) courses require verification of appropriate placement. Students entering ENGL A111 must have one of the following: a grade of C or better in PRPE A108 or ENGL A109; an ACT English score of 22 or higher; a SAT Reading score of 530 or higher; or appropriate scores on the Accuplacer or other approved placement test.

The Accuplacer Placement test is given at the Kodiak College Test Center. For dates and testing times, call 486-1232. A fee of \$10 is charged and students must pay at the cashier window in the Benny Benson Building prior to taking the test. Present your receipt and a picture ID to the Test Center in room 210 Campus Center to take the placement test. Students must have a University of Alaska student ID number to take the placement test. PROOF OF APPROPRIATE PLACEMENT TEST SCORES OR PREREQUISITE WILL BE REQUIRED AT THE FIRST CLASS SESSION.

ENGL A111 Methods of Written Communication 3.0 CR

Registration Restrictions: Appropriate score on English Placement Test or successful completion of ENGL A109 or PRPE A108 prerequisite.

Course Attributes: UAA GER Written Communication

Instruction in composition of expository essays with emphasis on different techniques for organization and development. Documented paper required. Readings in some sections may be coordinated with another discipline.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|----------|------------|-------------|
| 52172 | D21 | TR | 04:30P-06:45P | KOC 118 | Griffin, J | 05/26-08/06 |

ENGL A212 Technical Writing 3.0 CR

Prerequisite: (ENGL A111 with minimum grade of C)

Registration Restrictions: If prerequisite is not satisfied, appropriate SAT, ACT, or AP scores or approved UAA placement test required.

Course Attributes: UAA GER Written Communication

Instruction in basic communicative purposes, forms, styles, and visual elements commonly used by professionals who write and edit technical documents. Provides experience in writing and editing in a collaborative environment. Requires a research report and APA documentation style.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|----------|------------|-------------|
| 52173 | D21 | MW | 05:30P-07:45P | KOC 118 | Griffin, J | 05/27-08/10 |

ENVI - Environmental Studies

ENVI A202 Earth as an Ecosystem: Introduction to Environmental Science 3.0 CR

Prerequisite: ENGL A111 and MATH A105.

Registration Restrictions: High-school biology or equivalent required.

Course Attributes: UAA GER Natural Sciences Requirement

Introduces science as a powerful but limited tool for understanding and solving environmental problems. The Earth as a system of systems. Weather and climate, natural cycles, energy flows, basic ecology, food, wildlife and biodiversity, chemicals, air and water quality, oceans, solid waste, cities, and land use.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|-----------------|------------|-------------|
| 52251 | D2U | MWF | 01:30P-04:00P | USCG Alex Haley | Ross, M | 05/18-06/22 |

Special Note: This course is for USCG personnel aboard the US Coast Guard Cutter Alex Haley only.

Ask about the **JumpStart** program available for first-time freshmen and high school students taking Kodiak College courses!

GEOG - Geography

GEOG A390 China: Field Studies in Geography 3.0 CR

Registration Restrictions: Instructor permission.

Geographic concepts and processes explored in the field. Introduction to geographic fieldwork techniques and methodology. Students conduct fieldwork in selected areas of geographic inquiry. Topics range from regional studies (e.g. the geography of China) to topical studies (e.g. historical geography). May be repeated twice with change of subtitle.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|------|----------|-------------|-------------|
| 52179 | D21 | | | China | Bane, G & J | 05/26-08/10 |

Special Note: Travel costs are approximately \$4,500 for 5 weeks. Please contact Dr. Gil Bane at gbanekoc@gmail.com for travel dates and information.

HUM - Humanities

HUM A212 Introduction to Humanities II: History of Rock and Roll 3.0 CR

Course Attributes: UAA GER Humanities Requirement

This social history of rock and roll places rock music in the context of American history from roughly 1950 to the present and explores how rock and roll both reflected and influenced major social changes during the period.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|----------|--------------|-------------|
| 52174 | D21 | TWR | 07:00P-09:45P | BBB 110 | Schreiter, M | 05/26-06/25 |

MATH - Mathematics

The Mathematics Accuplacer Placement test is given at the Kodiak College Test Center. Call 486-1232 for dates and testing times. A fee of \$10 must be paid at the cashier window in the Benny

Benson Building prior to taking the test. Please take your receipt and picture ID to the Test Center in room 210 Campus Center. Students must present either a University of Alaska student ID number or social security number to take the placement test. PROOF OF APPROPRIATE PLACEMENT TEST SCORES OR PREREQUISITE WILL BE REQUIRED AT THE FIRST CLASS SESSION.

MATH A054 Pre-Algebra 3.0 CR

Basic concepts of pre-algebra mathematics. Includes arithmetic operations and applications, whole numbers, integers, fractions, decimals, ratio and proportion, percent, geometry and measures, exponents, algebraic expressions, polynomials, solution of simple equations, and introduction to graphing and statistics.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|----------|------------|-------------|
| 52188 | D21 | MR | 08:00A-12:00P | KCC 211 | Fish, R | 05/28-07/30 |

PER - Physical Education and Recreation

Many courses with the PER prefix are introductory. All courses follow rigorous academic curriculum. There is an assumption that a minimum level of physical fitness is needed to succeed in and enjoy many of the activities. Selected courses have significant physical fitness prerequisites or special notes. If you have any questions, please contact the course instructor.

All students enrolling in courses with the PER prefix are required to complete an Acknowledgement of Risk, Release of Liability, and Medical Questionnaire form the first day of class. Students who do not attend the first class may be dropped from the course.

Minors: Sixteen and seventeen year old students and all high school students must receive instructor approval before they are allowed to enroll in PER courses. Students under 16 years of age cannot enroll.

PER A118 Beginning Weight Training 1.0 CR

Introduces key concepts related to lifetime personal fitness. Presents resistance exercises to strengthen and condition major muscle groups.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|--------------|----------|------------|-------------|
| 52176 | D21 | MWF | 12:00P-01:00 | KTC WTRM | Knight, L | 05/06-06/29 |

PS - Political Science

PS A102 Introduction to Political Science 3.0 CR

Course Attributes: UAA GER Social Sciences Requirement

An introduction to the discipline of political science focusing on the whole realm of political science concepts, political activities, and political processes, worldwide.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-----|---------------|----------|------------|-------------|
| 52250 | D21 | MW | 03:30P-05:15P | KCC 211 | Shaw, P | 05/27-08/10 |

PSY - Psychology

PSY A150 Lifespan Development 3.0 CR

Course Attributes: UAA GER Social Sciences Requirement

Reviews physical, cognitive, and socioemotional aspects of human growth, maturation, and development across the lifespan. Special attention is given to the effects of broader sociocultural influences on development. Classical and contemporary theories relating to development across the lifespan are considered.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|------------|------|----------|------------|-------------|
| 52248 | D21 | Blackboard | | WEB | Fogle, T | 05/26-08/10 |

Special Note: This course is taught on Blackboard. Students must have access to a computer with internet connection for at least 12 hours a week.

WELD - Welding Technology

WELD A157 Technical Drawing for Welders 3.0 CR

Provides instruction on interpreting various types of drawings that are commonly used for construction projects that require welded assemblies.

| CRN | SEC | DAY | TIME | LOCATION | INSTRUCTOR | DATES |
|-------|-----|-------|---------------|----------|------------|-------------|
| 52252 | D21 | MTWRF | 05:30P-08:30P | KHS WELD | Cavan, A | 05/18-06/05 |



Summer Adventures in Education!

May 26 - Aug 10, 2009

New Student Orientation

Wed. May 20th, 6 p.m.

Kodiak College
UNIVERSITY of ALASKA ANCHORAGE

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